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18 February 1952

25X1A

MEMORANDUM FOR:

Assistant to the Director

SUBJECT : Project Review Committee Procedure for Offices Reporting to the Deputy Director (Intelligence)

REFERENCE : Memo dtd 8 Feb 52 fr DD/I to AD's (Intelligence) same sub.

I have the following comments to make in connection with the referenced memorandum:

Paragraph 2.a.

Your annex does not follow the prescribed Staff Study form. Since all of these people have the ☐ I would think that a reference to it should be sufficient.

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Paragraph 2.b.

If your project is submitted in proper Staff Study form the Staff Study will show the necessary concurrences.

Paragraph 2.c.

DD/A's Office is in the process of revising the present Regulation. The revision will incorporate most of the memoranda to which you refer. I think that it will be specific enough to eliminate the necessity of Deputy Directors issuing more than a very minimum of additional instruction. This Regulation will be out in a matter of days. If you can wait I think I would.

I would not recommend the use of mimeographed forms. It is difficult to devise them so that they meet all purposes and still look good enough to present to the Project Review Committee or to the Director.

Paragraph 3.

I believe that numbers are assigned to projects by the Secretary to the Project Review Committee. You had better check this with

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Paragraph 5.

CIA [] explains Staff Study. I wouldn't do it again here.

The foregoing are my "off-the-cuff" reactions. Please understand that they are meant to be constructive.

I have no desire to try to tell the DD/I how to handle this within his shop. I do think, however, that it might be worthwhile to wait a few days until the new Regulation is out.

L. K. WHITE
Assistant Deputy Director
(Administration)

Att.

Listed in Ref.

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MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

Enclosure